



DIAA 2022 Boys and Girls Lacrosse Tournament Manual

TO: Member School Administrators and Athletic Directors; Lacrosse Coaches and Officials; and Members of the Media

Colleagues:

The 2022 Boys and Girls Lacrosse State Tournament Manual provides you with detailed information concerning the organization and administration of these state championships.

The regulations and procedures contained in this manual are applicable only to the DIAA 2022 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

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The Committees sincerely hope that each of the 2022 Spring State Championships will be a tremendous success in all respects.

For the most up to date tournament information, please visit the DIAA website,
www.education.delaware.gov/diaa

Thank you,

DIAA Boys and Girls Lacrosse Committees



General Information

Item 1. Authorization

- A. The Delaware Interscholastic Athletic Association authorized state tournament competition in boys' lacrosse (March 25, 1993) and girls' lacrosse (January 22, 1998) by voting for approval on the dates indicated.

Item 2. Management

- A. The tournaments will be managed by special committees appointed by the DIAA Chairperson and the Executive Director.
- B. The committees are authorized to resolve any situation not covered by the regulations in the General Information or specific information sections of this manual.
- C. Changes in tournament format or the criteria and procedures for selecting and seeding the participating teams/individuals are subject to the approval of the DIAA Board of Directors.

Item 3. Sponsorship

- A. DIAA will organize, conduct, and underwrite the costs of the tournaments and will receive all proceeds.
- B. All expenditures must be approved by the DIAA Executive Director.
 - 1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
 - a. Vouchers will not be processed until the financial ticket reconciliation information has been submitted and verified to the DIAA.
 - 2. No vouchers received after the end of the fiscal year (June 15, 2022) will be paid.

Item 4. Eligibility

- A. Eligibility rules as stipulated in DIAA Regulations will be strictly enforced.

Item 5. Contest Rules

- A. DIAA is affiliated with the National Federation of State High School Associations. The playing rules promulgated by the NFHS for girls and boys lacrosse, except as modified by the DIAA Board of Directors, will be in effect for all tournament contests.

Item 6. Ticket Sales & Ticketing Policies

- A. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
- B. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
- C. Fans MUST have a smartphone or mobile device to show and redeem purchased tickets for entry into DIAA Championship events.
- D. Fans should purchase tickets in advance of the championship events by visiting the link above.
- E. Children four (4) years and younger will be admitted without charge to all games and should have an accompanying free ticket through GoFan.
- F. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
- G. Any games played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
- H. No refunds will be given for tickets purchased but not used.
- I. All tickets will be coded so as to admit the holder only to the game specified.
- J. Ticket prices as listed do not include any additional ticketing fees.
- K. No tournament passes will be sold.

Item 7. Sportsmanship and Spectator Conduct

- A. Member schools are required to conduct all of their athletic affairs in a spirit of good sportsmanship.
- B. The administrators, athletic directors, and coaches of the participating schools are expected to: actively promote good sportsmanship and appropriate crowd behavior, stress the importance of demonstrating respect for the contest officials and the opposing team, and emphasize the need for proper conduct by spectators at all venues. School administrators are expected to be proactive in preventing unsportsmanlike behavior and to deal with it promptly and decisively if it occurs at the contest.
- C. The coaches and athletes of the participating schools are expected to observe the highest standards of sportsmanship and ethical behavior.

D. Spectator Guidelines and Conduct:

1. Drones, banners, flags, and **signs** are prohibited outdoors at all tournament contests. Other decorations that do not block spectator, press or team sightlines may be used with permission of and at the discretion of the Committee.
2. Streamers, confetti, and other paper debris are also prohibited.
3. Sirens, horns, bells, buzzers, whistles or any other artificial or mechanical noise-making devices are strictly forbidden at all **indoor** events.
4. The use of any noise making device that simulates game controls devices (whistles, air horns etc.) is strictly forbidden at **all** contests.
5. All cheers should stress the spirit of good sportsmanship. Use only positive cheers that encourage your team. Profane, derogatory or obscene chants and taunting will not be tolerated.
6. Behavior such as fans reading newspapers or turning their backs during player introductions, booing or heckling the contest officials, and being disrespectful to the opposing cheerleaders is unsportsmanlike behavior and is not to be tolerated at DIAA athletic events.
7. Face paint is permitted, but body paint is not. A shirt, top, etc. must be worn at all times.
8. Spectators must remain in the assigned seating section. Spectators are not permitted on the playing surface at any time.

Item 8. Soliciting, Promotional Activities, and Merchandising

- A. Soliciting and promotional activities; e.g., public address announcements, signs, banners, display or sign-up tables, and the distribution of printed materials are prohibited at all tournament playing sites without the consent of DIAA Executive Director.
- B. Only vendors authorized by DIAA Executive Director will be permitted to sell merchandise at tournament playing sites.

Item 9. Raffles and 50/50 Drawings

- A. Raffles, 50/50 drawings, and other games of chance are prohibited at all tournament playing sites without the consent of DIAA Executive Director.

Item 10. Bench and Sideline Personnel

- A. DIAA requires that all school personnel on the sidelines or in the team bench area be in the sixth grade or older and approved as members of the official team party. This includes anyone acting as a ball-runner or team manager.

Item 11. Media Policy for State Tournament Events

- A. Media Email List: Media personnel wishing to receive press releases and information regarding DIAA events must submit their name, media outlet, phone number and email address to DIAA at diaa@doe.k12.de.us
- B. Tournament Media Credentials
 1. Media personnel wishing to cover DIAA events must request working credentials from the DIAA Office. DIAA credentials may also be valid for regular season events at the host school's discretion.
 2. DIAA will provide credentials to representatives of an accredited media organization recognized by DIAA for the sole purpose of providing access to cover a DIAA Tournament Event. Because of demand, credentials will be issued on a priority system. Facility size is a determining factor. All requests may not be honored. To request credentials, complete the form on the DIAA website (https://education.delaware.gov/diaa/diaa_for/media/). Accredited media organizations should have a tax ID number and submit this requested information by completing the media credentials request form.
 3. DIAA credentialing is for use solely in connection to news and editorial coverage of the event. Any non-editorial, commercial or other unauthorized use of any transmission, picture, film, videotape, audiotape, writing, drawing or other depiction of any game, game action, game information, player interview or other stadium activity, and any non-editorial or commercial use of the DIAA mark or logo is prohibited without prior specific approval of the DIAA Executive Director.
 4. The DIAA may deny or revoke credentials for noncompliance with DIAA policies; and for conduct for which there are reasonable grounds to believe violate state or federal law, or constitute a breach of professional ethics.
- C. Broadcasting/Photographing
 1. DIAA retains exclusive rights to the permission to broadcast and photograph all tournament games and no party may do so without the consent of the DIAA Executive Director. The DIAA must be contacted, in writing or by e-mail, for permission to cablecast, telecast, web cast (video stream) live or on a delayed basis, or photograph a State Tournament Event or any part of a State Tournament Event.
 2. Broadcast agreements are available upon request and will be awarded to those companies that meet DIAA State Tournament broadcast criteria. Questions or concerns can be directed to the DIAA Executive Director 302-857-3365.
 3. All broadcasting/photography must be in accordance with current NFHS Rules for that sport. All access to the field, course, and court area for the purposes of videotaping or photography will be conducted according to the current NFHS rules for that sport. Persons photographing or videotaping a State Tournament Event, and stations cable casting, telecasting, or webcasting (video streaming) a State Tournament Event must remain in the areas that have been

designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters. If that area is not known to them, they must seek out a DIAA Tournament Committee member to be shown the designated area.

4. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not stand on any unsafe or potentially hazardous physical object or facility.
5. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor

D. Photograph Reproduction

1. Credentialed media personnel may not sell photos and/or video from state tournaments, except by bona fide newspaper offices (or the official website of the newspapers).
2. Spectators are permitted to photograph and/or video contests for personal use only. No image of any contest may be reproduced without the written consent of the student-athlete being photographed. Photographs and/or videos taken by spectators may not be sold.
3. School personnel may photograph and/or video contests for school use only in publications such as yearbooks, school websites, school newsletters, etc. provided they have received permission from the DIAA Executive Director and school principal.
4. Freelance photographers who are not affiliated with a bona fide media outlet will not be credentialed for state tournament contests.
5. All other photography of DIAA tournament games is strictly for the purpose of news and editorial coverage of the event. No other photographs or any other visual material taken at a DIAA event may be sold without express written consent of the DIAA.

E. Media Entrance: Members of the media must display current DIAA Media credentials to gain access to all State Tournament Events. Bags and equipment may be inspected for security purposes.

F. Press Area: A designated press area will be made available for members of the media to view and report on State Tournament Events when available or possible. Members of the media should contact the site coordinator prior to an event for access to phone lines, Ethernet or wireless access. The DIAA will do its best to provide this when available.

Item 12. Video by Spectators

- A. Spectators are permitted to video contest for personal use only. The reproduction, distribution and sale of spectator video is prohibited without the consent of DIAA Executive Director
- B. Videos may be used in accordance with current NFHS Rules for that sport.
- C. Spectators will be allowed to video a game in their seat provided they use hand held camcorders and do not block the view of other spectators or interfere with the game. Tripods are only permitted in the top row of the bleachers.
- D. Neither DIAA nor the host site will be liable for theft or damage to spectator videotaping equipment or injury due to the use of such equipment.
- E. The host site is not obligated to provide power for spectator videotaping equipment.

Item 13. Prohibiting the Use of Drones (Unmanned Aircraft Systems or UAS's)

- A. Unless granted special permission by the DIAA Executive Director, the use of drones (UAS), for any purpose, is not permitted at any DIAA State Tournament Event. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and covers a ban on the entire facility being used as part of the DIAA event, including the spectator stands and parking areas.

Item 14. Transportation Reimbursement, Parking and Spectator Buses

- A. Each participating school may be reimbursed at a rate of 75¢ per mile for one bus. Reimbursements will be made only for actual mileage traveled; no reimbursement will be made for band and spectator buses or for team meals and lodging. The school must submit a voucher to DIAA to be reimbursed for transportation. DIAA will not process any vouchers DIAA receives after the end of the fiscal year (June 15, 2022).

Item 15. Comments and Recommendations

- A. The committees are genuinely interested in the comments and/or recommendations of member schools concerning all aspects of the tournaments. Please submit any comments and/or suggestions in writing to the appropriate committee chairperson.

DIAA Boys Lacrosse Committee Members

Committee Member Name	Affiliation	Title
Eric Torbet, Chair	Capital School District	Public
JP Benett	DIAA	NFHS Boys Lacrosse State Interpreter & Official
Greg Bulger	DLOA	Association President & Official
Fred Best	Mariner Middle School	Principal
Mark D'Ambrogi	Cape Henlopen High School	Coach
Pete Duncan	Archmere Academy	Coach
Brad Dupont	Tower Hill School	Coach
David Fulton	Public Member	
Bob Gilmore	Polytech High School	Coach
Bob Healy	Salesianum School	Coach
Bud Hitchens	Public Member	
Bill Madison	Conrad School of Sciences	Coach
Jim Reynolds	Public Member	
Tom Rosa	Public Member	

DIAA 2022 Boys Lacrosse Tournament Manual

Item 1. Tournament Dates

- A. The 2022 DIAA Boys' Lacrosse State Tournament will be held on the following dates.

Round	Date
Round One	May 24 and May 25
Quarterfinals	May 28
Semifinals	June 1
Finals	June 3 or June 4

Item 2. Tournament Sites

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament. Fields may be evaluated throughout the season by members of the Boys' Lacrosse Committee.
- B. The following criteria will be considered for selecting tournament sites:
1. Must have livestream capability,
 2. Meet the minimum event staff coverage,
 3. Security of site,
 4. Parking availability,
 5. The field must be 110 x 60 yards.
 6. Fields must be lined as diagrammed in the 2022 NFHS Boys' Lacrosse Rules Book. The field markings should be IN a color which clearly distinguishes them from the markings of other sports, AND CLEARLY VISIBLE.
 7. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
 8. The level/height of the grass should be short without excessive grass clumps.

9. The size and angle of the crown will be taken into consideration when evaluating fields.
 10. Goals must meet NFHS guidelines, must be in good condition, and must be fastened to the ground.
 11. Goal nets must be free of holes and securely fastened to the goals.
 12. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.
- C. In the event of a postponement due to inclement weather, the game will be rescheduled for the following day at the same time and, depending on availability and field conditions, at the same site.

Item 3. Starting Times

- A. The starting times for all games will be determined by the committee.
1. The committee will not accept requests for preferred or alternate starting times unless there is a conflict with a participating school's senior prom, Baccalaureate, or graduation ceremony. These conflicts should be reported to the Executive Director and committee chair by April 22, 2022.

Item 4. Tournament Field

- A. The tournament field will be comprised of sixteen (16) teams.
1. The qualifying champions of the Blue Hen, Henlopen, Diamond State and Independent Conferences and sufficient at large teams to have a 16 team tournament field.
- B. Eligible Teams:
1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
 2. A team must play a minimum of 12 games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents. These games must be played during that opponent's regular season games; post-season games will not be considered.
 3. All regular season games of a team's opponent will count for seeding purposes. The regular season ends on May 21, 2022. Teams may play a maximum of fifteen (15) games in the regular season.
 4. All schedules are locked in on April 11, 2022. No games can be added or canceled after this date. Team index will be determined by the number of games scheduled for the season at that date. IE: If fifteen games are scheduled, the index is based on fifteen games. If fourteen games are scheduled, the index is based on fourteen games. If a game is canceled on May 21st due to conditions beyond control (weather, unusual events), the tournament chairperson and DIAA must be contacted to approve the cancellation. If approved, the team index will be based on one less game. (Boys Lacrosse Chair - Eric Torbert cell: 302-632-9839, and DIAA diaa@doe.k12.de.us)
- C. Conference Champions: Conferences will determine their champion using their established criteria. The Conference Champions must be determined by May 18, 2019. For a Conference Champion to earn an automatic berth the following criteria must be met:
1. The Conference must consist of five participating schools to receive an automatic berth.
 2. The champion must possess a .500 winning percentage record or better.
 3. The champion must be in the top 50% of all eligible teams in the state tournament field final index.
- D. At-Large teams will be selected according to their team index as determined by the procedure in 5.B Teams that choose NOT to participate in the tournament or do not meet all the host school requirements must notify Eric Torbert, Boys Lacrosse Committee Chair and DIAA diaa@doe.k12.de.us by Friday, May 13, 2022.

Item 5. Tournament Seeding

- A. Team Reports: All schools must accurately complete and post the team report on the school's website4sports site by 3 PM on May 21, 2022, which is the last day of regular season competition for boys lacrosse.
1. Schools that play out-of-state opponents MUST report that school's contact information to the Committee Chair, Eric Torbert, by May 9, 2022.
- B. Index Calculation: The tournament index will be calculated according to the following procedures:
1. Teams will receive two (2) points for each win and 0 points for each loss played during the regular season.
 2. In addition, one (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
 3. An additional bonus point will be awarded for each opponent with a regular season win/loss record of .701 or better.
 4. Each team's point index will be determined by dividing the total points earned by the number of varsity games played.
- C. Tie Breakers: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
- a. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
 - b. Win/loss percentage against common opponents during the regular season.
 - c. Win/loss percentage of opponents during the regular season.
 - d. If a tie still exists, the committee will choose by vote.
- D. Seeding: The point index as described in Item 5. B will be used to seed the tournament.

Item 6. Official Program

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school's website4sports site by May 2, 2022. The team photo must be a digital print of no less than 300 DPI in a jpeg or tifi format. Electronic submission is required; hard copies will not be accepted.
 - 1. Schools should assume that their team is going to make the tournament and submit a roster and team photo by the date listed by May 2, 2022. Program information must be submitted by this due date for consideration of any complimentary coaches tickets.

Item 7. Admission Policies

- A. Paid Admission
 - 1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
 - 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
 - 3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
 - 4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
 - 5. Ticket Prices
 - i. Student (grades K-12) and adult admission will be \$5 for 1st round and quarterfinal games;
 - ii. \$6 for semifinal games;
 - iii. \$7 for championship games played at DIAA member-school venues.
 - iv. For games played at any non-DIAA member school site, the ticket price will be \$10.00.
 - 6. These ticket prices do not include any additional fees.
 - 7. Children four (4) years and younger will be admitted without charge to all games.
 - 8. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
 - 9. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
 - 1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
 - a. A maximum of twenty-eight (28) players in uniform are permitted as part of the official school party. The school party will not exceed 36 members.
 - b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
 - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
 - 2. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA 2021-2022 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Boys Lacrosse Committee.

Item 8. Game Manager

- A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as liaison between the committee, the host school, and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Boys' Lacrosse Committee.
- B. The Game Manager, or his/her designee, will meet each of the participating teams and escort them to their locker room and/or bench area. He will answer any questions the participating teams may have concerning pregame or post game activities.
- C. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule and that the field is properly lined, especially center lines.
- D. The Game Manager will have the specific responsibilities listed below.
 - 1. Provide the following items:
 - a. Official score book.
 - b. Game balls.
 - 2. Collect the score book and balls after the game has been completed.
- E. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party's athletic director and the Executive Director as soon as possible.
- F. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as

possible.

Item 9. Responsibilities of Host School

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
 - 1. Support personnel may include:
 - a. Ticket redeemer(s) and Ticket support;
 - c. Security (an individual who monitors the crowd but is not a law enforcement officer);
 - d. Scoreboard Operator/Announcer; and
 - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
 - 1. Set up the field and bench areas according to current NFHS Boys Lacrosse Rules.
 - a. The field should be lined according to current NFHS Boys Lacrosse Rules.
 - 2. Provide parking facilities for buses and spectators;
 - 3. Provide seating arrangements for spectators if available;
 - 4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition;
 - 5. Be in attendance and work closely with the Game Manager;
 - 6. Clear with the Game Manager matters of policy or procedure;
 - 7. Provide an official scorer and timer unless a person is assigned by the Lacrosse committee and/or designated by the officials' association.
 - 8. Charge admission until the end of the third quarter of the game.
 - 9. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 - 10. Review the emergency action plan with the appropriate personnel.
 - 11. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
 - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to diaa.finance@doe.k12.de.us
- F. Public Address System
 - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
 - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
 - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager and the Executive Director.
 - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
 - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

Item 10. Responsibilities of Participating Schools

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 60 minutes prior to game time.
 - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
 - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA boys lacrosse tournament contest(s).
 - 1. If there are any changes to the official tournament roster at anytime during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

Item 11. Officials

- A. The Delaware Lacrosse Officials' Association (DLOA) will provide all officials for the 2022 tournament.

- B. A three-person on-field crew will be assigned to all tournament contests. A timer and a chief box official will also be assigned for all tournament rounds.
- C. Officials' Fees: Officials assigned to the 2022 Boys Lacrosse State Tournament will be paid according to DIAA Regulation 1009 8.4 Fees for Officiating Contests and Competitions.

Item 12. Uniforms

- A. The higher seeded team will wear white jerseys; the lower seeded team will wear dark jerseys.

Item 13. Contest Procedures, Equipment and Facilities

- A. Game Balls
 - 1. The committee will provide a minimum of ten game balls for each contest. Game balls will follow specific guidelines per Rule 1, Section 5 per 2022 NFHS Boys Lacrosse Rules.
- B. Musical Entertainment - The Committee will allow recorded music to be played prior to the start of the game, pending approval by the Site Director and Game Manager.
- C. Special Events
 - 1. The national anthem will be played prior to all games unless it is the second game of a double header.
 - 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
 - 3. The opening ceremonies may include the following:
 - a. 10 minutes before the start of the game - introduction of players, coaches, administrators, and game officials
 - b. 5 minutes before the start of the game - pre-game conference and coin toss will take place.
 - c. National anthem.
 - 1. The national anthem will follow the pre-game conference and coin toss.
 - d. Introduction of DIAA Chairperson.
 - e. Introduction of Executive Director and DIAA Boys' Lacrosse Committee members.
 - f. Introduction of other special guests.
 - 4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

Item 14. Awards

- A. The following awards will be presented:
 - 1. Team: Trophies will be awarded to the Champion and Runner-Up Teams.
 - 2. Individual: Gold medallions (28) will be given to the champions and silver medallions (28) will be given to the runners-up.
 - 3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 15. Player Bench Occupants and Bench Assignments

- A. The higher seeded team will be designated as the home team and occupy the bench area traditionally used by the home team at that playing site.
- B. Player Bench Occupants and Sideline Personnel
 - 1. Only members of the official school party will be permitted on the sideline. Teams will be allowed a maximum of twenty-eight (28) players in uniform on the bench and a maximum of 36 members of the official school party.
 - 2. All team personnel must be listed on the official eligibility roster as submitted to the DIAA Executive Director in order to be eligible to be in the team bench area.
 - a. If a team has more than the maximum 28 players in uniform, admission will be charged for the extra players.
 - b. The extra players must sit on the spectator side of the field.
 - 3. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.
 - 4. All occupants of the sideline/team bench area must be in the sixth grade or older.
- C. All team personnel on the sideline during the Championship Game must be wearing the sideline pass. Committee members are authorized to spot-check any and all sideline personnel for compliance. If a team is found in violation, the individuals will be removed from the sideline and possibly the stadium.
- D. Unauthorized duplication or counterfeiting of DIAA sidelines passes will be deemed a major infraction of the sportsmanship code and the school will be referred to the DIAA sportsmanship committee for disciplinary action. During a game, only persons listed on the Official School Party Travel roster may occupy the player bench area.

Item 16. Assignment of Goals for Warm up

- A. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer's table will use the right half of the field for warm up.

- B. Teams may take the field for warm up no sooner than 60 minutes before game time. The on-field warm up period using balls will be a minimum of 40 minutes prior to the start of the opening ceremony procedure. Stretching, calisthenics and running may be conducted on field prior to the 40 minute period if time and field space allows. No balls may be used on the game field until the scoreboard reads 40 minutes before the opening ceremonies are set to begin, unless both head coaches mutually agree and are ready to use balls before that time.

Item 17. Tie-Breaking Procedure

- A. All ties during tournament play will be resolved according to the 2022 NFHS Boys Lacrosse Rules.

Item 18. Interrupted Game

- A. If a game is interrupted due to circumstances beyond the control of the responsible authorities, it will be continued from the point of interruption unless, by mutual agreement of the opposing head coaches and the referee, it is to be considered a completed game.
- B. The committee will determine the date, starting time, and site at which the interrupted game will be completed.
 - 1. Both teams will be permitted to make roster changes when the game is resumed.

Item 19. Press Box

- A. Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, bona fide media representatives will be permitted at the DIAA's discretion. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.

DIAA Girls Lacrosse Committee Members

Committee Member Name	Affiliation	Title
Deb Windett, Chair	Public Member	
Feffie Barnhill	Ursuline Academy	Coach
Kyle Berger	Charter Wilmington	Coach
Jill Fitzcharles	DIAA	NFHS Girls Lacrosse Rules Interpreter & Official
Dave Frederick	Beacon Middle	Administrator
Laurie Garrison	Public Member	
Holly Groff	Public Member	
Jay McCormick	Public Member	
Molly Phillips	Delaware Girls Lacrosse Coaches Association	President & Coach
Gail Ruffins	DSWLOA	Association President & Official
Wiz Appelgate	Tower Hill School	Coach
Heidi Pearce	Public Member	

DIAA 2022 Girls Lacrosse Tournament Manual

Item 1. Tournament Dates and Times

- A. The 2022 DIAA Girls' Lacrosse State Tournament will be held on the following dates:

Round	Date
Round One	May 17 and May 18
Quarterfinals	May 21
Semifinals	May 24
Finals	May 26

- B. The starting times for all games will be determined by the committee.
1. The committee will not accept requests for preferred or alternate starting times unless there is a conflict with a participating school's senior prom, Baccalaureate, or graduation ceremony. These conflicts should be reported to the Executive Director and committee chair by April 22, 2022.

Item 2. Tournament Sites

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament.
- B. Fields may be evaluated throughout the season by members of the Girls' Lacrosse Committee. A field may be deemed unsuitable for tournament play even though it was used during the regular season.
- C. The following criteria may be considered for selecting tournament sites per DIAA and the committee's determination:
 1. Must have livestream capability,
 2. Meet the minimum event staff coverage,
 3. Security of site,
 4. Parking availability,
 5. Fields must be lined as diagrammed in the 2022 NFHS Girls' Lacrosse Rules Book. The field markings should be IN a color which clearly distinguishes them from the markings of other sports, AND CLEARLY VISIBLE.

6. The field should have a minimum length of 82m (90 yards) from goal line to goal line and a minimum width of 55m (60 yards).
7. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
8. The level/height of the grass should be short without excessive grass clumps.
9. The size and angle of the crown will be taken into consideration when evaluating fields.
10. Goals must meet NFHS guidelines, must be in good condition, and must be fastened to the ground.
11. Goal nets must be free of holes and securely fastened to the goals.
12. The area behind the goals should be clear of all goals and obstructions.
13. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.

Item 3. Tournament Field

- A. The tournament field will be composed of the following twelve (12) teams:
 1. The Blue Hen, Henlopen, Diamond State and Independent Conference Champions, as determined by their Conference
 2. Eight at-large teams, or more if needed to fill out the bracket.
- B. Eligible Teams:
 1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
 2. Teams may play a maximum of fifteen (15) games in the regular season.
 3. Teams must have played a minimum of ten (10) games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents.
 4. A team's schedule as of the first allowable date of competition (March 21, 2022) will be locked in and used to determine the team percentage. Note: the number of games on the schedule on this date will be used to determine the team percentage even if a game is not made up after a postponement or if a game is added to the schedule after the first allowable date of competition.
 5. If a game is scheduled for the last day of competition (May 14, 2022) and is canceled due to weather related unplayable conditions, natural causes, or legitimate circumstances beyond the control of the teams playing, the team's percentage will be based on one less game. If this situation arises, the committee chairperson must be contacted before the cancellation is approved. (Deb Windett-302-359-5952)
- C. Conference/Flight/Division Champions must meet the following criteria to earn the automatic berth:
 1. The conference/flight/division must consist of a minimum of five participating schools.
 2. The champion must possess an overall winning record of .500 winning or better.
 3. The champion must be in the top 50% of all eligible teams in the state tournament field.
 4. The conference/flight/division must determine their champion by the last date of competition (May 14, 2022).
- D. At - Large Teams will be selected according to their team index as determined by the procedure in Item 4. B.

Item 4. Tournament Seeding

- A. Team Reports: All schools must accurately complete and post the team report on the school's website4sports site by **4 PM** on May 14, 2022, which is the last day of regular season competition for girls lacrosse. In addition, please contact Deb Windett at 302-359-5952 or wwindett155@gmail.com to confirm scores of games played on May 14.
- B. Index Calculation: The tournament index will be calculated according to the following procedures:
 1. Teams will receive two (2) points for each win, 1 point for each tie and 0 points for each loss during the regular season.
 2. One (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
 3. An additional bonus point will be awarded for each opponent with a regular season win/loss record of .701 or better.
 4. Each team's point index will be determined by dividing the total points earned by the number of varsity games played per Item 3, B. 4.
- C. Tie Breakers: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
 - a. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
 - b. Win/loss percentage against common opponents during the regular season.
 - c. Win/loss percentage of opponents during the regular season.
 - d. If a tie still exists, the committee will choose by vote.
- D. Seeding: Teams will be seeded according to the point index as described in Item. B above. The team with the highest point index will be seeded #1, next highest #2, etc. until the entire 12 team field has been determined.
 1. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.
 2. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first round pairings have been established.

Item 5. Official Program

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school's website4sports site by May 2, 2022. The team photo must be a digital print of no less than 300 DPI in a jpeg or tifi format. Electronic submission is required; hard copies will not be accepted.
 - 1. Schools should assume that their team is going to make the tournament and submit a roster and team photo by the date listed by May 2, 2022. Program information must be submitted by this due date for consideration of any complimentary coaches tickets.

Item 6. Admission Policies

- A. Paid Admission
 - 1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
 - 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
 - 3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
 - 4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
 - 5. Ticket Prices
 - i. Student (grades K-12) and adult admission will be \$5 for 1st round and quarterfinal games;
 - ii. \$6 for semifinal games;
 - iii. \$7 for championship games played at DIAA member-school venues.
 - iv. For games played at any non-DIAA member school site, the ticket price will be \$10.00.
 - 6. These ticket prices do not include any additional fees.
 - 7. Children four (4) years and younger will be admitted without charge to all games.
 - 8. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
 - 9. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
 - 1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
 - a. A maximum of twenty-four (24) players in uniform are permitted as part of the official school party. The school party will not exceed 32 members.
 - b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
 - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
 - 2. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA 2021-2022 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Girls Lacrosse Committee.

Item 7. Game Manager

- A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as liaison between the committee, the host school, and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Girls' Lacrosse Committee.
- B. The Game Manager, or his/her designee, will meet each of the participating teams and escort them to their locker room and/or bench area. He/she will answer any questions the participating teams may have concerning pregame or post game activities.
- C. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule and that the field is properly lined, especially center lines.
- D. The Game Manager will have the specific responsibilities listed below.
 - 1. Provide the following items:
 - a. Official score book.
 - b. Game balls.
 - 2. Collect the score book and balls after the game has been completed.
- E. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party's athletic director, committee chair, and the Executive Director as soon as possible.
- F. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as possible.

Item 8. Responsibilities of Host School

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel **MUST** be approved by DIAA's Executive Director prior to the start of the event.
 - 1. Support personnel may include:
 - a. Ticket redeemer(s) and Ticket support;
 - c. Security (an individual who monitors the crowd but is not a law enforcement officer);
 - d. Scoreboard Operator/Announcer; and
 - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
 - 1. Set up the field and bench areas according to current NFHS Girls Lacrosse Rules.
 - a. The field should be lined according to current NFHS Girls Lacrosse Rules.
 - 2. Provide parking facilities for buses and spectators;
 - 3. Provide seating arrangements for spectators if available;
 - 4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition;
 - 5. Be in attendance and work closely with the Game Manager;
 - 6. Clear with the Game Manager matters of policy or procedure;
 - 7. Provide an official scorer and timer unless a person is assigned by the Lacrosse committee and/or designated by the officials' association.
 - 8. Charge admission until there are 15 minutes remaining in the second half.
 - 9. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 - 10. Review the emergency action plan with the appropriate personnel.
 - 11. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
 - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to diaa.finance@doe.k12.de.us
- F. Public Address System
 - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
 - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
 - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager and the Executive Director.
 - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
 - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
 - d. The committee will allow recorded music to be played prior to the start of the game, pending approval of the Site Director and Game Manager. No music is allowed during time-outs, halftime, or during the game.

Item 9. Responsibilities of Participating Schools

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 75 minutes prior to game time.
 - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
 - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA girls lacrosse tournament contest(s).
 - 1. If there are any changes to the official tournament roster at anytime during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

- D. Upon arrival at the game site, the Head Coach should provide the Site Director with a list of players and their positions, coaches, managers, statisticians, and trainers. Include the team's win-loss record and place in the conference standings. The Site Director will use this information for the pre-game introductions.
- E. Provide the following personnel:
 - a. One individual to assist with scorekeeping.
 - b. Provide two timing devices (clock and stopwatch) and an air horn.
- F. Arrive on time at the game site. If a late arrival is anticipated, the host school athletic director, game manager, and committee chair should be contacted immediately.

Item 10. Officials

- A. The Delaware State Women's Lacrosse Officials' Association [DSWLOA] will provide all officials for the 2022 tournament.
- B. A three-person crew, an alternate/timer and an official scorer will be assigned to all rounds and games.
- C. The selection and assignment of officials will be left to the discretion of the Lacrosse Committee.
- D. Officials' Fees: Officials assigned to the 2022 Girls Lacrosse State Tournament will be paid according to DIAA Regulation 1009 8.4 Fees for Officiating Contests and Competitions.

Item 11. Uniforms

- A. The higher seeded team will be the home team and will wear light uniforms. The lower seeded team will be the visitors and wear dark uniforms.

Item 12. Contest Procedures, Equipment and Facilities

- A. Game Balls
 - 1. The committee will provide a minimum of eight game balls for each contest. Game balls will follow specific guidelines per Rule 2, Section 1 of the 2022 NFHS Girls Lacrosse Rules.
- B. Musical Entertainment - The Committee will allow recorded music to be played prior to the start of the game, pending approval by the Site Director and Game Manager.
- C. Special Events
 - 1. The national anthem will be played prior to all games unless it is the second game of a double header.
 - 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
 - 3. The opening ceremonies may include the following:
 - a. 10 minutes before the start of the game - introduction of players, coaches, administrators, and game officials
 - b. 5 minutes before the start of the game - pre-game conference and coin toss will take place.
 - c. National anthem.
 - 1. The national anthem will follow the pre-game conference and coin toss.
 - d. Introduction of DIAA Chairperson.
 - e. Introduction of Executive Director and DIAA Committee members.
 - f. Introduction of other special guests.
 - 4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

Item 13. Awards

- A. The following awards will be presented:
 - 1. Team: Trophies will be awarded to the Champion and Runner-Up Teams.
 - 2. Individual: Gold medallions (24) will be given to the champions and silver medallions (24) will be given to the runners-up.
 - 3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 14. Player Bench Occupants and Bench Assignments

- A. The higher seeded team will be designated as the home team and occupy the bench area traditionally used by the home team at that playing site.
- B. Player Bench Occupants and Sideline Personnel
 - 1. Only members of the official school party will be permitted on the sideline. Teams will be allowed a maximum of twenty-four (24) players in uniform on the bench and a maximum of 32 members of the official school party.
 - 2. All team personnel must be listed on the official eligibility roster as submitted to the DIAA Executive Director in order to be eligible to be in the team bench area.
 - a. If a team has more than the maximum 24 players in uniform, admission will be charged for the extra players.
 - b. The extra players must sit on the spectator side of the field.
 - 3. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.

4. All occupants of the sideline/team bench area must be in the sixth grade or older.
- C. All team personnel on the sideline during the Championship Game must be wearing the sideline pass. Committee members are authorized to spot-check any and all sideline personnel for compliance. If a team is found in violation, the individuals will be removed from the sideline and possibly the stadium.
- D. Unauthorized duplication or counterfeiting of DIAA sidelines passes will be deemed a major infraction of the sportsmanship code and the school will be referred to the DIAA sportsmanship committee for disciplinary action. During a game, only persons listed on the Official School Party Travel roster may occupy the player bench area.

Item 15. Pre-game Warm-up

- A. Except for the pre-game warm-up, practice is prohibited at any tournament playing site unless the site is the home field of a team participating in the tournament. Violation of this rule will result in disqualification from the tournament.
- B. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer's table will use the right half of the field for warm-up.
- C. Each team is limited to a 45-minute warm-up on the field prior to the scheduled start of the game which will begin 55 minutes before the scheduled starting time. Warm-up must terminate 10 minutes prior to game time.

Item 16. Tie-Breaking Procedure

- A. All ties during tournament play will be resolved according to the 2022 NFHS Girls Lacrosse Rules which can be found in Rule 4, Section 6 Overtime Procedures.

Item 17. Practice Sessions

- A. No team will be permitted to practice at a tournament playing site unless that field is its home field.

Item 18. Interrupted Game

- A. In the event of an interrupted game due to circumstance beyond the control of the responsible authorities, the game should be handled per Rule 4 Section 4 of the 2022 NFHS Girls Lacrosse Rule book
- B. The committee will determine the date, starting time, and site at which the interrupted game will be resumed.

Item 19. Press Box

- A. Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, bona fide media representatives will be permitted at the DIAA's discretion. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.